

## What is Food Defense?

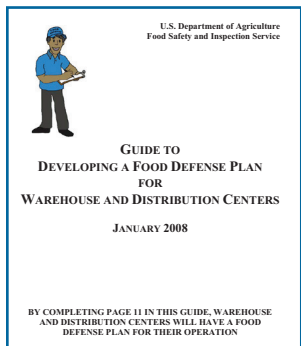
Food defense is putting measures in place that reduce the chances of someone intentionally contaminating the food supply in order to kill or hurt people, disrupt our economy, or ruin your business. Unfortunately, the things you do to keep food safe are not always enough to protect foods from intentional contamination. This brochure will help you find out what food defense measures you need to put in place to protect your customers and business.

## Who Might Contaminate a Food Product?

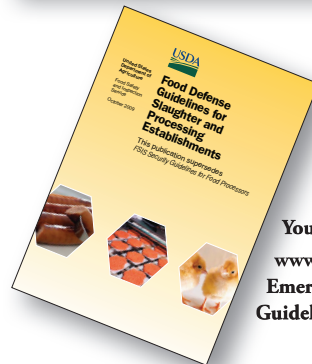
As a business owner, you must be alert to the potential for someone to contaminate your products. Anyone is capable of hurting or disrupting it. An attack can originate from within or outside your warehouse and distribution center. An attacker could even pose as one of the following:

- ✓ customer or potential customer,
- ✓ truck driver making deliveries,
- ✓ salesperson visiting your business,
- ✓ utility representative, or
- ✓ contractor doing repairs or performing services.

Keep in mind that a current or former employee, who has a grudge against you or your business, also could pose a danger.



You can find this resource at [www.fsis.usda.gov/PDF/Guidance\\_Document\\_Warehouses.pdf](http://www.fsis.usda.gov/PDF/Guidance_Document_Warehouses.pdf).



You can find this resource at [www.fsis.usda.gov/Food\\_Defense\\_&Emergency\\_Response/Security\\_Guidelines/index.asp](http://www.fsis.usda.gov/Food_Defense_&Emergency_Response/Security_Guidelines/index.asp).

## Why Develop a Food Defense Plan?

A Food Defense Plan:

- ✓ will help you identify measures to keep food in your facility safe and secure,
- ✓ will help you to quickly respond to and recover from an emergency, and
- ✓ will help you provide a safe product to your customers, maintain a secure working environment for your employees, and protect your business.

In today's environment, many customers want their suppliers to have a Food Defense Plan. To assist owners and operators of warehouse or distribution facilities, the U.S. Department of Agriculture's (USDA's) Food Safety and Inspection Service (FSIS) has created this brochure to help you develop a practical Food Defense Plan for your business.

## Step 1 – Conduct a Self-Assessment

Take some time to review the simple food defense measures below. Check (✓) those that you currently have in place in your operation.

| Food defense measures for outside your building        |   |
|--------------------------------------------------------|---|
| There is an outside surveillance system.               | ✓ |
| Emergency exits have self-locking doors and/or alarms. |   |

| Food defense measures for inside your building                                                                                                                        |   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| Security cameras are installed and tested regularly.                                                                                                                  | ✓ |
| Alarm system is in place and is tested regularly.                                                                                                                     |   |
| Visitors and customers are asked to sign in and provide identification.                                                                                               |   |
| Visitors, guests, and other non-employees (e.g., contractors, salespeople, truck drivers, etc.) are restricted to non-product areas unless they are with an employee. |   |
| Storage areas for dangerous products or chemicals such as pesticides, industrial chemicals, and cleaning materials, are restricted or locked.                         |   |
| Tracking system is in place (for which customers bought what products) in case of a recall.                                                                           |   |
| Product recall plan is in place.                                                                                                                                      |   |

| Food defense measures for shipping and receiving                                                        |   |
|---------------------------------------------------------------------------------------------------------|---|
| Trailers are locked and/or sealed when not being loaded or unloaded.                                    | ✓ |
| Trucks are supervised while loading or unloading.                                                       |   |
| Products are checked for tampering.                                                                     |   |
| Advance notification from suppliers (by phone, e-mail, or fax) is required for all incoming deliveries. |   |

### Food defense measures to protect your business from people who intend to do harm

|                                                                                                                                                                                        |                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| Perform background checks for all of your employees.                                                                                                                                   | <input checked="" type="checkbox"/> |
| Ensure that employees, visitors, and contractors (including construction workers, cleaning crews, and truck drivers) are identified in some manner at all times while on the premises. | <input type="checkbox"/>            |
| Control entry of employees and contractors into the plant during working hours (e.g., coded doors, receptionist on duty, swipe card, etc.).                                            | <input type="checkbox"/>            |
| Control entry of employees and contractors into the plant during non-working hours (e.g., key cards or code numbers).                                                                  | <input type="checkbox"/>            |

### Step 2 – Develop a Food Defense Plan

Now that you have conducted this quick self-assessment and put a check by the measures that your warehouse and distribution center has in place, take a look at the measures where you didn't put a check. Are there practical improvements you could use to make your building and food safer? If so, we encourage you to make these improvements. Keep in mind that not all measures are necessary for all warehouse and distribution centers. For example, if you are not able to check "Visitors and customers are asked to sign in and provide identification," perhaps you do not need this measure because you currently do not allow visitors or guests beyond a front desk, and they are not allowed in any other area of the building. **Not checking a box does not necessarily mean there is a serious problem with security at your warehouse and distribution center.** However, it should cause you to think about food defense measures that your facility may need.

Once you have identified the food defense measures you are currently practicing and those that you will need to add to your warehouse and distribution center plan, you should write these down. This will become your Food

Defense Plan. An easy way to develop your Food Defense Plan can be found on the FSIS Website ([www.fsis.usda.gov/PDF/Guidance\\_Document\\_Warehouses.pdf](http://www.fsis.usda.gov/PDF/Guidance_Document_Warehouses.pdf)). There you will find a helpful resource guide called "Developing a Food Defense Plan for Warehouse and Distribution Centers." This resource guide offers more detailed information about food defense measures. In Step 2 of the resource guide, you will find a template to write down what you intend to do.

### Step 3 – Implement Your Food Defense Plan

Now that you have developed a Food Defense Plan, put it into action by implementing the food defense measures. Next, test your plan. Then train your employees in food defense awareness and reporting procedures. Remember to review your plan at least once per year to ensure it is effective and make necessary changes or improvements.

#### What do I do if there is an emergency or I think that a food product has been contaminated?

In the event of a food-safety emergency, your first step should always be to **contact local law enforcement – dial 911.** Then call one of the following:

- ✓ FSIS 24-hour emergency number (866) 395-9701 for meat, poultry, or processed egg products
- ✓ FDA 24-hour emergency number (866) 300-4374 for all food products not listed above

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Slightly revised **March 2013**



# Guide to Food Defense In Warehouse and Distribution Centers

Protect your customers, your employees, and your business.

